

PHYSICIAN AND SURGEON, CORRECTIONAL FACILITY (INTERNAL MEDICINE/ FAMILY PRACTICE)

Department of Corrections & Rehabilitation



OPEN – STATEWIDE

SB39-9263 6PB13

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

EXAMINATION TYPE This is an open examination. Applications for this examination will not be accepted on a promotional basis. Career credits will not be granted.

LOCATION This examination is administered by the State Personnel Board utilizing the Internet.

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below may apply and take this examination at any time. Once you have taken the Training and Experience Evaluation examination, you may not retest for six (6) months.

HOW TO APPLY The Application and the Training and Experience Evaluation will be available on a continuous basis on the Internet. Applicants will respond to questions regarding their ability to meet minimum qualifications, provide their contact information, and take the Training and Experience Evaluation on the Internet.

DO NOT SUBMIT A STATE APPLICATION FORM. THE APPLICATION FORM FOR THE PHYSICIAN AND SURGEON, CORRECTIONAL FACILITY (INTERNAL MEDICINE/FAMILY PRACTICE) IS CONTAINED IN THE INTERNET PROCESS.

If you do not have Internet access, there are public access Internet terminals in over 150 California public libraries. Contact your local library for information as to where the nearest Internet terminal is located and the policies related to usage. **DO NOT** contact the State Personnel Board or the Department of Corrections and Rehabilitation for this information. The State Personnel Board and the Department of Corrections and Rehabilitation do not maintain an up-to-date list of library locations. The State Personnel Board Service Center, located at 801 Capitol Mall, Sacramento, CA, does have Internet terminals that are available for public use at no cost. For more information, contact the Service Center at (916) 653-1705.

If you are not familiar with the Internet, you may have a friend or family member assist you. You may apply and take the examination on the Internet by connecting to the following on line instructions:

http://www.spb.ca.gov/employment/exam_start.htm

Please note that the Internet system will be unavailable on Tuesday's between 7:00 a.m. and 1:00 p.m., Pacific Standard time, for processing and maintenance. **DO NOT** begin the application process on the Internet during this time as your record will **NOT** be processed. It takes approximately one hour to complete the Application, and the Training and Experience Evaluation, on the Internet. If you begin the examination before 7:00 a.m., be sure to allow sufficient time to complete the process.

(Continued on Reverse Side.)

**SPECIAL TESTING
ARRANGEMENTS**

If you have a disability and need special testing arrangements, call the State Personnel Board's Examination and Selection Services Section at (916) 653-1502, Telecommunications Device for the Deaf (TTY) (916) 654-6336, or via California Relay (Telephone) Service for the deaf or hearing impaired: from TTY phones: 1-(800) 735-2929, for voice phones: 1-(800) 735-2922.

SALARY

Salary for Adult and Juvenile Institutions as of March 1, 2007

\$180,000.00 per year (Non-Board Certified)

\$189,996.00 per year (Lifetime Board Certified)

\$200,004.00 per year (Time Limited Board Certified)

BENEFITS

- Deferred Compensation Plans (Savings pool, 401k and 457 plans)
 - \$100 Monthly Bilingual Differential Pay
 - \$100 Monthly Van Pool Incentive/public transit passes (\$65)
 - Flexible work hours (management discretion)
 - Pre-tax parking (where applicable)
 - Fourteen (14) paid holidays
 - Generous paid vacation/sick leave or annual leave
 - Jury duty/military/bereavement leave
 - Health, Dental, and Vision Care Plans (Rural Health Care Equity Program for areas without HMOs)
 - Pre-retirement death benefit
 - Dependent Care Program
 - Long Term Insurance (CalPERS)
 - Home Loan Program (CalPERS)
 - Legal Services
 - Employee Assistance Program
 - Work and Family Advisory Committee
 - Medical Officer of the Day (MOD) – Rotational system to volunteer for MOD assignment is available at all institutions. Earn cash for the shift or MOD time off (MODTO). Physicians working a MOD shift during a regular workweek may receive a regular paycheck for the 40-hour workweek and an additional MOD check for 16 hours straight time. MOD shifts worked during a holiday or weekend are paid as 24-hour shifts at the employee's regular hourly rate and the employee is provided eight hours of holiday credit. Staff on MOD assignment receive an \$8.00 meal allowance. At no time may the employee accrue in excess of 60 hours of MODTO.
 - Call Back Assignment – An employee required to return to the institutions shall receive hour for hour credit in Compensated Time Off with four hours credit guaranteed per call.
 - Earn eleven (11) hours per month of Annual Leave Credits. Increases to 14 hours after 37 months of full-time employment. Maximum of 18 hours per month with employment at 241 months or over
 - Medical License renewal fee reimbursement (Actual Cost)
 - California Public Employees' Safety Retirement System (Exempt from paying into the Federal Social Security System)
 - Allowed \$700 for Continuing Medical Education. Time may be rolled over to the next fiscal year
-

**POSITION
DESCRIPTION**

A Physician and Surgeon, Correctional Facility (Internal Medicine/Family Practice) under general direction, in a State correctional facility in the California Department of Corrections and Rehabilitation performs assigned medical work in a State institution or clinic; maintains order and supervises the conduct of inmates or youthful offenders; protects and maintains the safety of persons and property; and does other related work.

Positions exist at various locations throughout the state with the Department of Corrections and Rehabilitation.

**REQUIREMENTS FOR
ADMITTANCE TO
EXAMINATION**

NOTE: *All applicants must meet the education and/or experience requirements as stated on this examination announcement. Applicants must show their Medical License number, title, and expiration date on the on-line supplemental application.*

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the California Board of Osteopathic Examiners.

AND

Possession of a valid certificate issued by the American Board of Family Medicine (or Osteopathic Family Medicine) or the American Board of Internal Medicine (or Osteopathic Internal Medicine); or admissibility to an internal medicine or family medicine Specialty examination as evidenced by a written statement from the Secretary of the American Board of Family Medicine or the American Board of Internal Medicine.

SPECIAL PERSONAL CHARACTERISTICS

Empathetic understanding of patients in a State correctional facility; willingness to work in a State correctional facility; alertness; keenness of observation; tact; patience; and emotional stability.

SPECIAL PHYSICAL CHARACTERISTICS

Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well being or that of their fellow employees or that of inmates or youthful offenders.

Assignments may include the sole responsibility for the supervision of inmates or youthful offenders and/or protection of personal and real property.

**TRAINING AND
EXPERIENCE
EVALUATION**

The examination will consist of Training and Experience evaluation weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

TRAINING AND EXPERIENCE EVALUATION - WEIGHTED 100%

Knowledge of:

1. Methods and principles of internal or family medicine and skill in their application
2. Methods and principles of surgery and skill in their application;
3. Recent developments in internal or family medicine and surgery;
4. Hospital organization and procedures;
5. Psychiatric social work, physical therapy and the various rehabilitative therapies;
6. Methods of diagnosing and treating mental disorders.

Ability to:

1. Examine, diagnose, and treat physical and mental disorders;
2. Interpret laboratory analyses and x-rays;
3. Direct the work of ancillary medical personnel;
4. Instruct in the principles and practices of general medicine and surgery;
5. Prepare and supervise the preparation of case histories;
6. Analyze situations accurately and adopt an effective course of action.

**ELIGIBLE LIST
INFORMATION**

An open merged eligible list will be established for the California Department of Corrections & Rehabilitation. The names of successful competitors will be merged onto the eligible list in order of final scores regardless of test date. Eligibility expires 12 months after it is established. Competitors must then retest to reestablish eligibility. Competitors may retest after six (6) months.

**VETERAN'S
PREFERENCE**

Veteran's Preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested, these points through the State Personnel Board. Due to changes in the law, effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERAN'S PREFERENCE CREDITS.

QUESTIONS?

If you have any questions concerning this announcement, please contact:
State Personnel Board
801 Capitol Mall
P.O. Box 944201, Sacramento, CA 94244-2010
(916) 653-1502, TTY (916) 654-6336
California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice)
TTY is a Telecommunications Device for the Deaf and is reachable only from phones
equipped with a TTY Device

GENERAL INFORMATION

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The State Personnel Board reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate eligible list in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Veterans Preference: California law limits the granting of veterans' preference points in open entrance examinations and open non-promotional examinations. Credits in open entrance examinations are granted as follows: 10 points for veterans, widows, or widowers of veterans, and spouses of 100 percent disabled veterans; and 15 points for disabled veterans. Credits in open non-promotional examinations are granted as follows: Five points for veterans; and 10 points for disabled veterans. Directions for applying for veterans' preference are on the Veterans' Preference Application which is available from the State Personnel Board office, written test proctors, and the Department of Veterans Affairs, P.O. Box 1559, Sacramento, CA 95807.

CALIFORNIA STATE PERSONNEL BOARD
P. O. BOX 944201 – 801 Capitol Mall
Sacramento, CA 94244-2010
(916) 653-1502 – TTY: (916) 654-6336